MHS Secure Provider **Web Portal Overview**



















Agenda

Save Time by Utilizing the MHS Secure Web Portal

- **W** Account Creation/Login and Training Materials
 - Dashboard
 - MHS Member Management Forms
 - Account Details
 - Account Manager

W Quality Reports

- Provider Analytics
- P4Q

Wellight Member Eligibility and Overview

- Member panel for PMPs
- Member Record

W Authorizations

- Check Status
- Submit DME Request

W Claims

- Submit, Correct and Review Claims
- Payment History
- **W** Secure Messaging
- **Portal Enhancements**

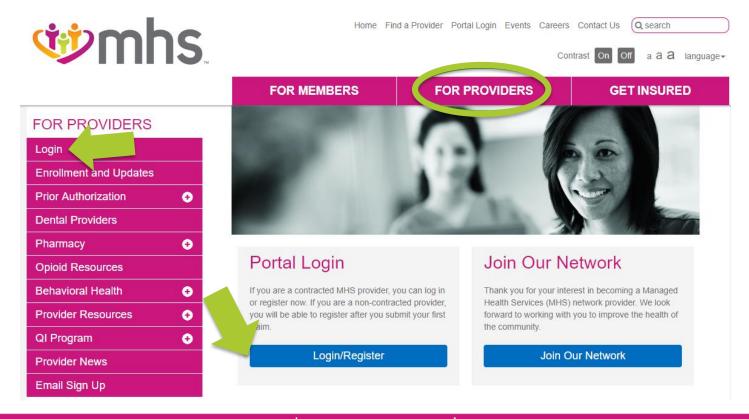


Account Creation/Login and Training Materials



Provider Portal Login

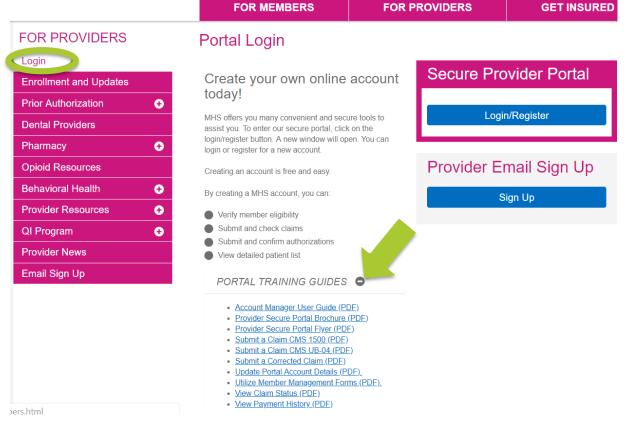
- **Go mhsindiana.com and click on For Providers**
- Then click Login/Register for the MHS Provider Portal
- Click Login tab to view Vision/Dental Portal Login and Training Materials





Web Portal Training Documents

Login tab contains Portal Training Guides, Login/Register and Sign Up for emails

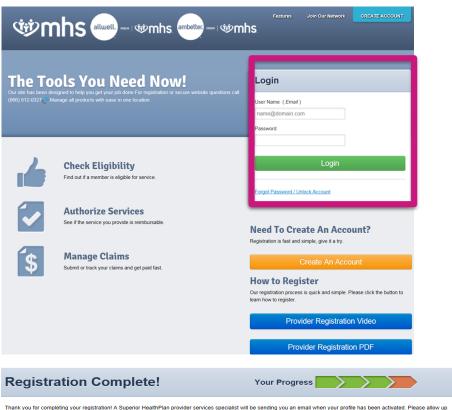


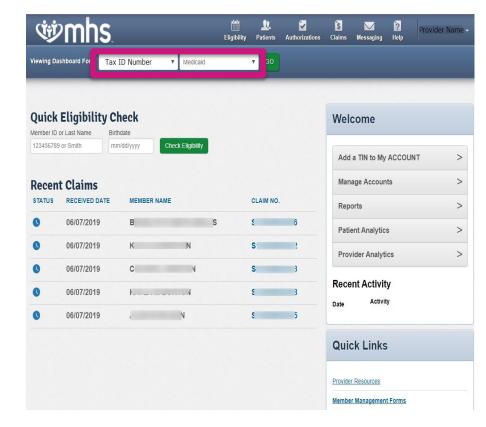
Training Documents Include:

- Account Manager Guide
- MHS Portal Brochure
- How To Guides:
 - Submit Claims
 - Correct Claims
 - View Payment History
 - Use Member
 Management Forms



Complete Portal Registration or Login





Thank you for completing your registration! A Superior HealthPlan provider services specialist will be sending you an email when your profile has been activated. Please allow us 2 business days for processing.

If you do not receive an email within 2 business days, please log in and contact us using secure messaging or call 866-895-8443 for additional assistance.

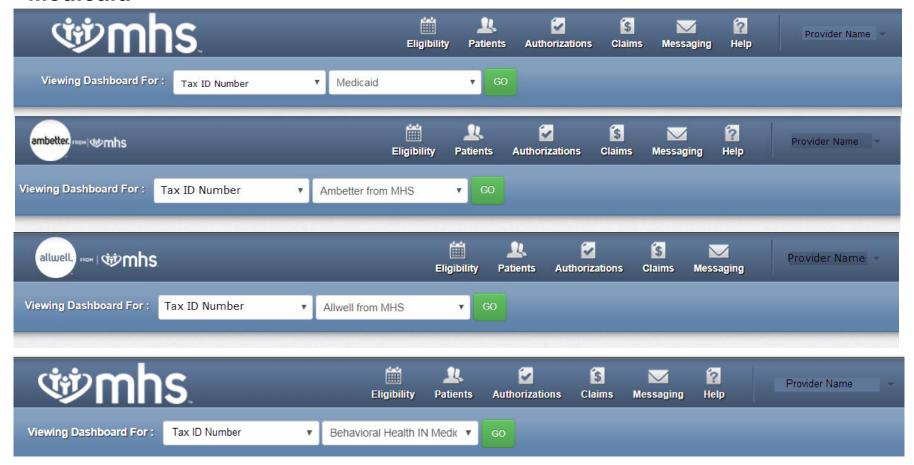






Dashboard Change

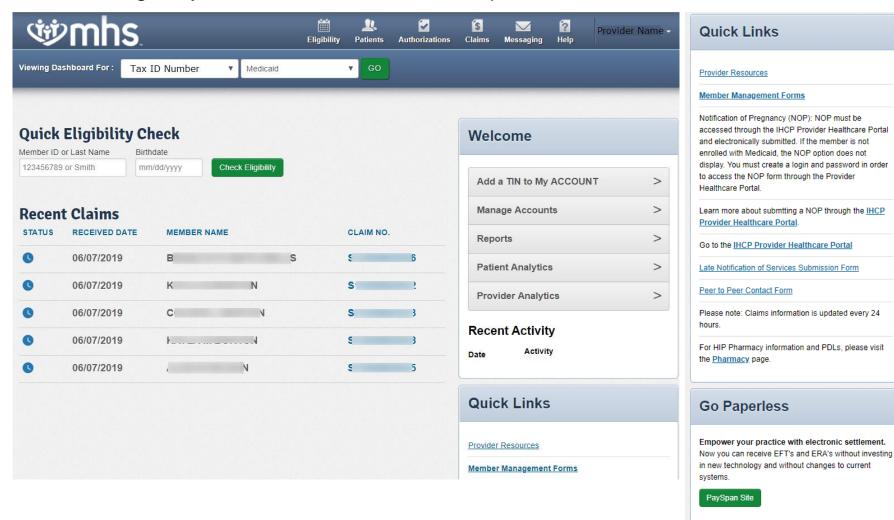
User has the ability to change between Tax ID Numbers added along with choices for: Medicaid, Ambetter from MHS, Allwell from MHS and Behavioral Health IN Medicaid





Homepage - MHS (Medicaid)

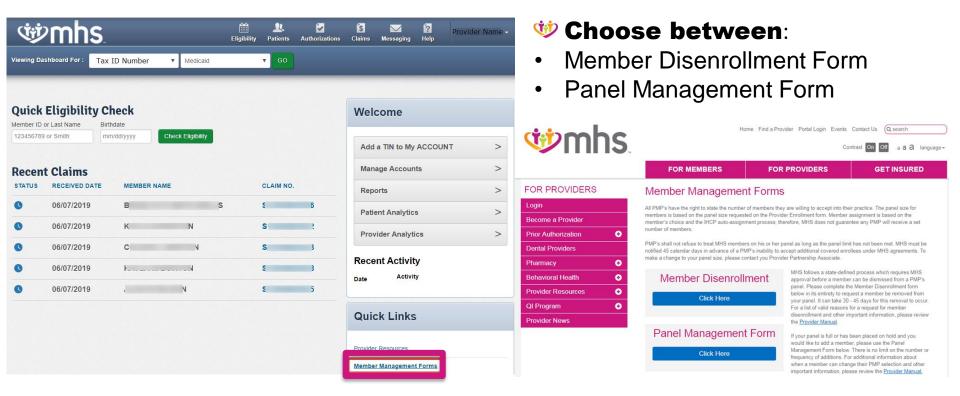
Quick Eligibility Check, Recent Claims, Reports, and Quick Links





MHS Member Management Forms

Click on Member Management Forms under Quick Links



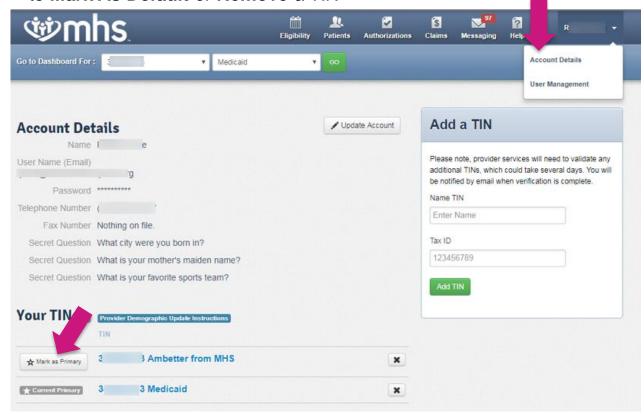


Account Details

To view Account Details:

- Select the drop-down arrow next to User Name at the upper right corner on the dashboard
- Click Account Details

Note: Under Your TINs you see the Current **Primary** Default TIN for the account, and can select another TIN to **Mark As Default** or **Remove** a TIN



Update Account
Details User Guide

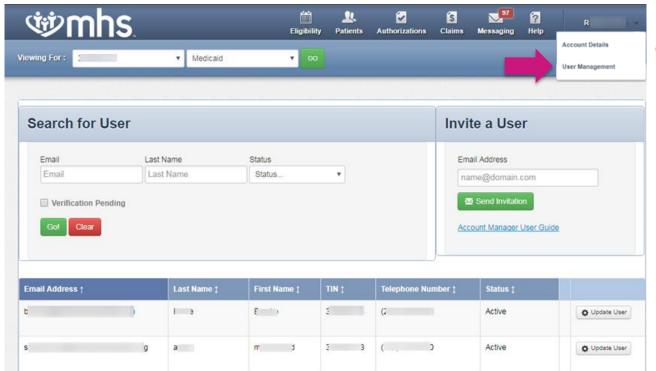


Account Manager

WUser Management

For **Account Managers** to manage their office staff/users associated with their practice: you can disable/enable users, and manage permissions for your account

- 1. Select the drop-down arrow next to your name in the upper right corner
- 2. Select **User Management**
- 3. Click **Update User** next to the user name



Account Manager
User Guide



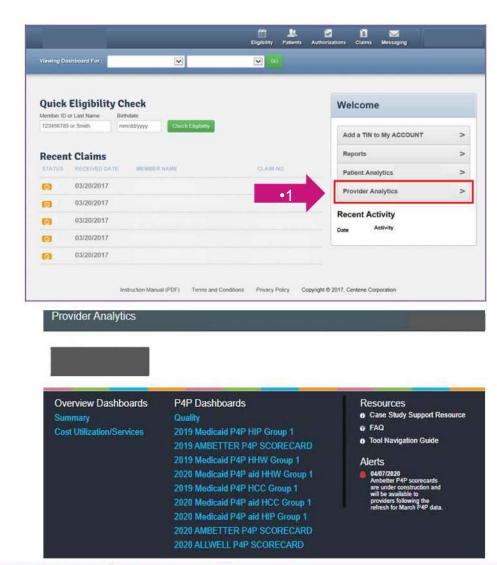
Quality Reports



Provider Analytics

To navigate Provider Analytics:

- 1. From the Provider Portal, click on the *Provider Analytics* link to be directed to the landing page
- 2. Here, you will see the Provider Analytics Landing Page divided into 3 columns:
- a. Overview Dashboards
- b. P4P Dashboards
- c. Resources
- 3. Click on the "Summary" link





Provider Analytics Summary Page

- Here you will be able to view four dashboards:
 - a. Cost/Utilization
 - b. Engagement Analysis
 - c. Quality
 - d. Readmission by Disease State





Dashboard View

- Cost/Utilization: This dashboard will show your actual Per Member Per Month compared to expected on a monthly basis
- Quality: The Quality dashboard in the lower left quadrant shows HEDIS and Value Based Contract (VLC) performance
- Engagement Analysis: This dashboard will show a view of your members' utilization of PMP and healthcare services
- Readmission by Disease State:

 This dashboard will show total inpatient visits and total readmits. It will show the number of total readmits and those without PMP follow-up and follow-up rate
- The Cost/Utilization and Quality sections have dashboards providing more specific data down to the member level. To view this data, click on the **blue computer monitor icons**



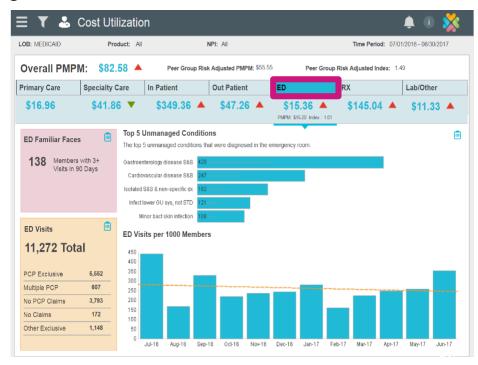


Cost & Utilization: ED

Shows PMPM for ED (Emergency Department) visits compared to peers' risk-adjusted PMPM.

Propertion Four sections:

- Bar graph shows top five unmanaged conditions
- Bottom of the page shows average ED visits for provider's patients compared to plan.
- Box on top left side shows number of patients with 3+ visits in the last 90 days
- Box on bottom left side shows number of total ED visits by engagement category
- Click on the charts for patient-level detail





Summary Page Overview Summary Banner ...

The dark grey banner contains five icons that will help you navigate the information on the page. You can hover over each icon to view a definition of each icon's purpose.

- 1. Navigation Bar (three horizontal lines)
- 2. Funnel Used to filter data
- 3. Person Provider information
- 4. Bell Alerts
- 5. An "i" with a circle Information
 - a. Tool Navigation Guide
 - b. Case Study Support Resource
 - c. FAQ





Summary Page Overview

Payment History

- Added to the drop down bar
- PDF Report only
- Ensures all providers have access to prior VBC scorecards
- Providers in current P4P program have access to PDF copies
- Providers no longer participating still have access to prior months





Summary Page Overview

Funnel Icon: Use this to select an option to view data

specific to selected criteria

Line of Business

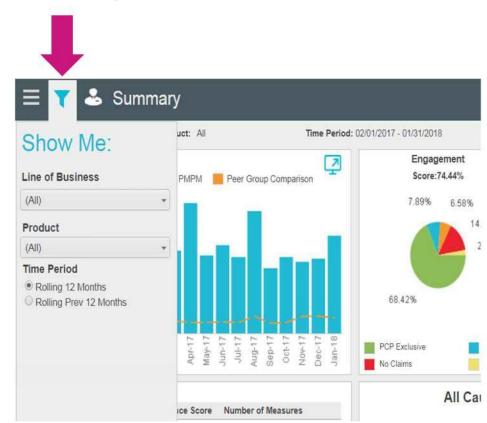
- Commercial
- Medicaid
- Medicare

Product

- Medicaid
- Marketplace
- Medicare

Time Period

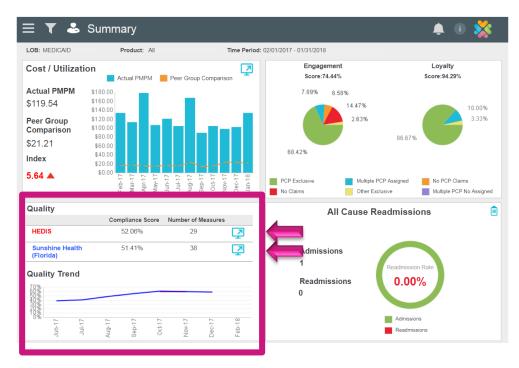
- o Rolling 12 months from current date
- Previous rolling 12 months
- Note: There is a 3-month data lag





Quality HEDIS View

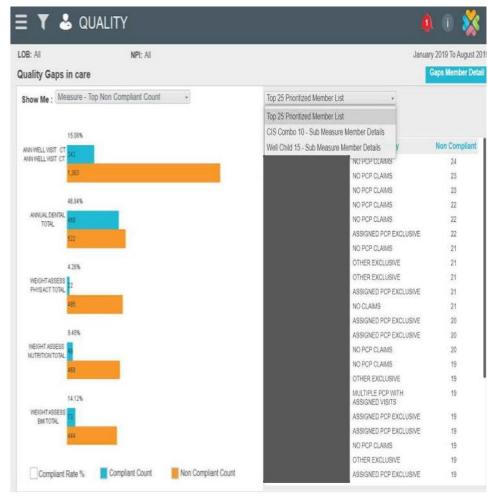
- Shows trends in closing HEDIS care gaps and earnings from any Pay for Performance(P4P) programs
- Click the blue screen next to HEDIS to view performance in 100+ care gaps and export member-level reports
- Click the blue screen next to VBC PPM to see earnings from P4P program, amount outstanding and amount left to earn per measure





Quality HEDIS View: Gaps in Care

- Left defaults to top five measures by non-compliant count.
- Drop-down arrow changes view to see:
 - Measures Non-compliant count, compliant count, compliant rate % or all.
 - NPI Non-compliant count, compliant count, compliant rate % or all
- Right side displays top 25 members with the most open care gaps
- New drop down options for Combo10 and W15 Member details





Quality HEDIS View

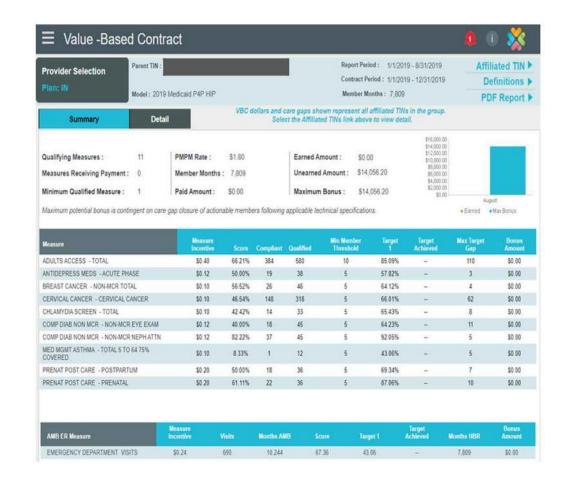
- **Solution** For providers in P4P arrangement
- Scorecard shows measure incentive, amount earned, and unachieved dollars
- In right hand corner
 - 1. All TINs associated with P4P program
 - List of definitions and meanings
 - Scorecard summarizing provider's performance in Quality





Quality HEDIS: Scorecards

- You can also view:
 - Compliant Score
 - Compliant and Qualified number per Sub Measure
 - Target levels for compliant percentage needed to earn a payout
 - Target level achieved.
 - Number of gaps needed to close to reach Maximum Target Level
 - Bonus Amount earned





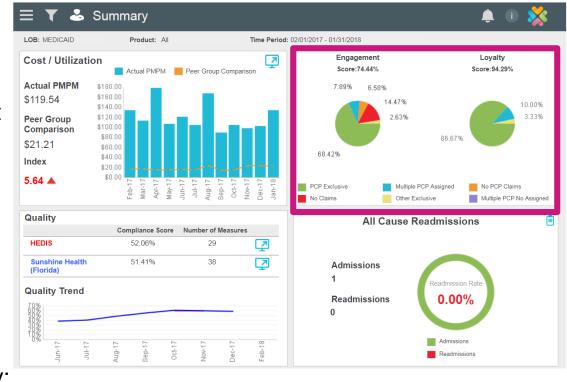
Engagement & Loyalty Analysis

Classifies member interactions with Primary Medical Physician (PMP) services into two main categories:

Provider Engagement: Measures provider's efficiency with engaging assigned members to be seen for a primary care visit annually; includes all assigned members

W Provider Loyalty:

Measures the provider's ongoing effort to maintain exclusivity as the PMP for assigned panel once members have PMP activity;



excludes assigned members without any PCP visits



Engagement & Loyalty Analysis

Provider Engagement is broken into six sub-categories to help identify patient activity and prioritize for outreach.

Patient Segment	Segment Traits	Engagement Strategy
PCP Exclusive	These patients have been assigned to you and have been seen by you or one of your partners.	Identify which of these members have care gaps and close at their next appointment.
Multiple PCP Assigned	These patients are assigned to you, but have been seen by your practice AND other PCP groups.	Initiate a patient outreach plan, set an appointment if appropriate, close care gaps, discuss benefits of PCP loyalty.
No PCP Claims	These are patients who seek all of their care from specialists, ER, and Urgent Care.	Outreach and set an appointment for a PCP visit, identify health risks and set follow-up appointments, discuss benefits of loyalty.
Other Exclusive	These patients are assigned to you, but have been seeing another PCP group exclusively.	Outreach to members to discuss updating their assigned PCP to the doctor they have been seeing for care.
No Claims	These patients are assigned to you but have no claim data to indicate they have received any medical care from a PCP, emergency department or urgent care center.	Outreach and set an appointment for PCP visit. Identify health risks and set follow-up appointments, discuss benefits of loyalty.
Multiple PCP No Assigned	These patients are assigned to you, but have only been seen other PCP groups.	Outreach to members to discuss benefits of loyalty and promote hours and availability, identify members with care gaps and set appointment for PCP visit.



Partnership for Quality (P4Q)



What is the Partnership for Quality (P4Q) and what is in it for members and providers?

P4Q is Risk Adjustment bonus program for our Providers partners aimed at increasing PCP visibility into members' existing as well as suspected conditions for better quality of care for chronic condition management and prevention.

What is in it for members?

Members with existing or newly suspected chronic conditions will receive more regular and proactive assessment and fewer chronic conditions will go undiagnosed or untreated.

What is in it for providers?

Providers will receive incentive payment by continuously improving or maintaining performance in assessing members for conditions. Providers receive *incremental* bonuses for their *incremental* work.



Who is included in the P4Q Program?

The intent of P4Q is to promote proactive management of chronic conditions and preventative services.

Targeted Lines of Business (LOB)

- Ambetter, Allwell and Medicaid
- Eligible providers and members are loaded into the P4Q Dashboard (Provider Analytics)

Who is included in the program?

 Members included in the program are those with disease conditions that need to be assessed year over year

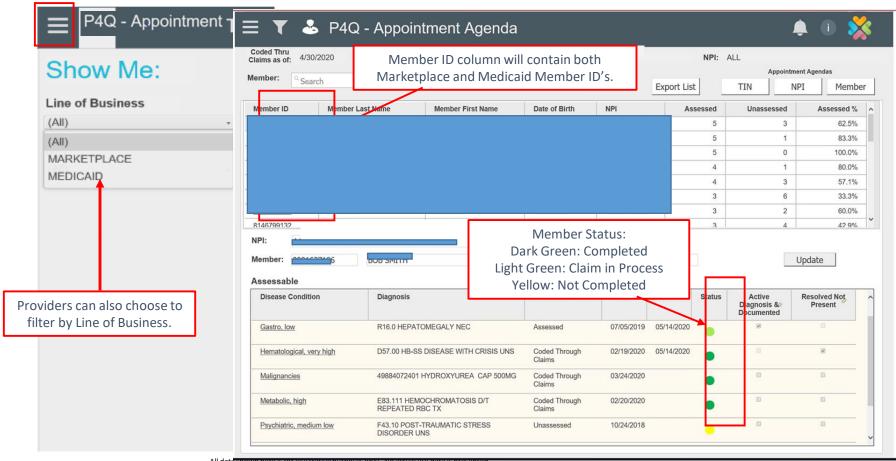


Provider Guide for P4Q

- Log into Provider Portal
- View condition assessment report in Provider Analytics
- Quality tab
- ***** P4Q



P4Q Portal Navigation



All data snown nere is for illustrative purposes only. Ivo actual PHI data is presented

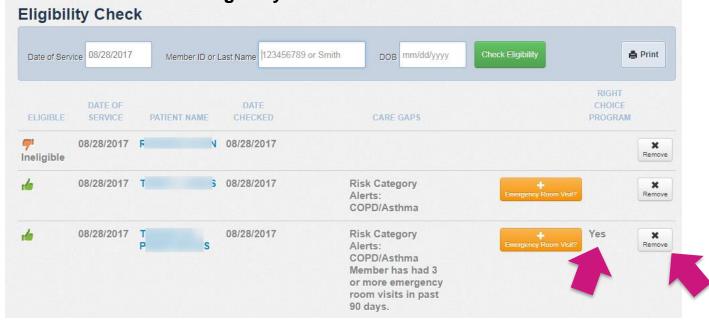


Member Eligibility and Overview



Check Member Eligibility

- The **Eligibility** tab offers an **Eligibility Check** tool designed to quickly check the status of any member.
 - Update the **Date of Service**, if necessary.
 - Enter the Member ID or Last Name and DOB (Date of Birth).
 - Click Check Eligibility.



Eligibilitystatus isindicated by a

Green

Thumbs-Up for **Eligible** and an

Orange

Thumbs-Down for **Ineligible**.

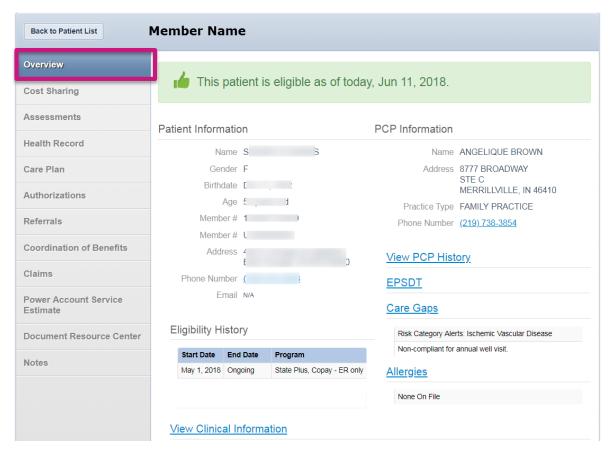
Details for any member can be viewed by clicking on the **Member's Name**.

Care Gaps can also be seen within the search results. By clicking
Emergency
Room Visit?,
an ER visit will
be indicated.

Right Choice Program indicator labeled Yes.



MHS Member Overview



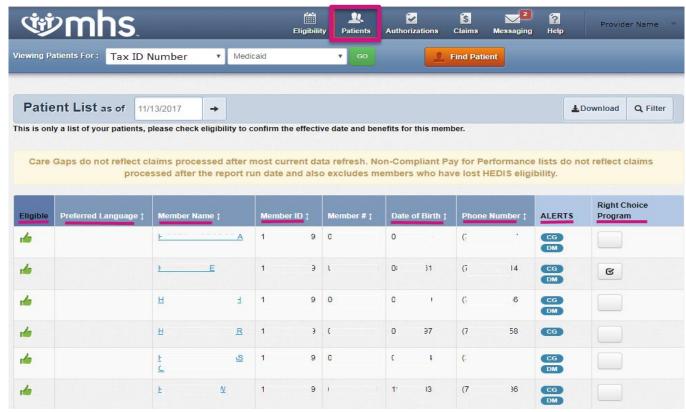
****Overview Tab**

- 1. Patient Information
- 2. Eligibility History
- 3. PCP Information and PCP History
- Early and Periodic
 Screening, Diagnostic
 and Treatment
 (EPSDT)
- 5. Care Gaps
- 6. Allergies



View Patient List

- Click Patients tab at the top of the screen
- The Patient List appears displaying Eligibility Status, Preferred Language, Member Name, Medicaid ID, DOB, Phone Number, Alerts and Right Choice Program
- To download the patient list to Excel, click **Download**. This allows for you to manage your patient information as desired in Excel



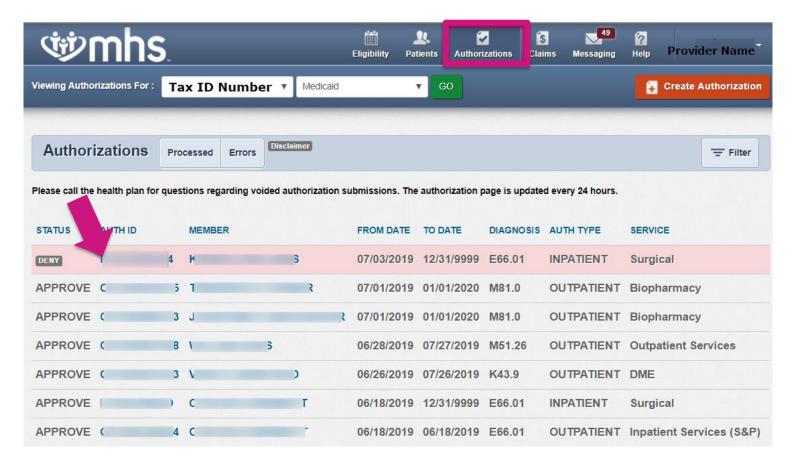


Authorizations



Authorizations

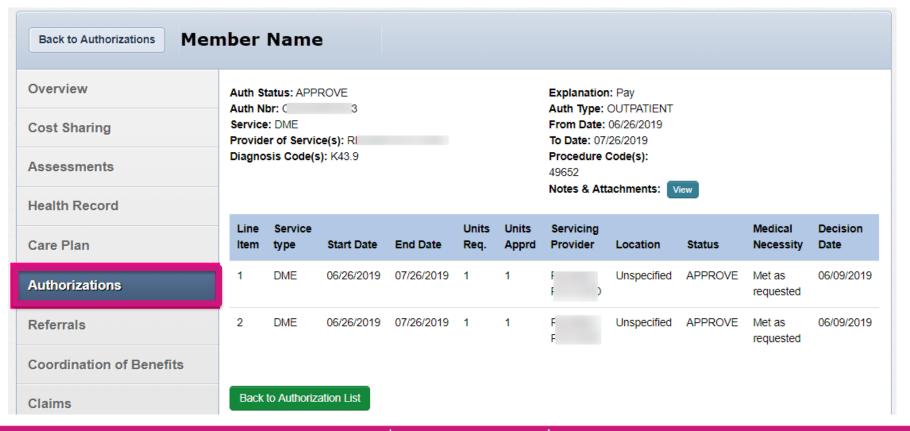
- View, create and filter group Authorizations
 - Click on the AUTH ID to see additional information.





Authorization Details

View Auth Status, Auth Nbr, Service, Provider of Service, Diagnosis Code(s), Explanation, Auth Type, From Date, To Date, Procedure Code, and Notes and Attachments

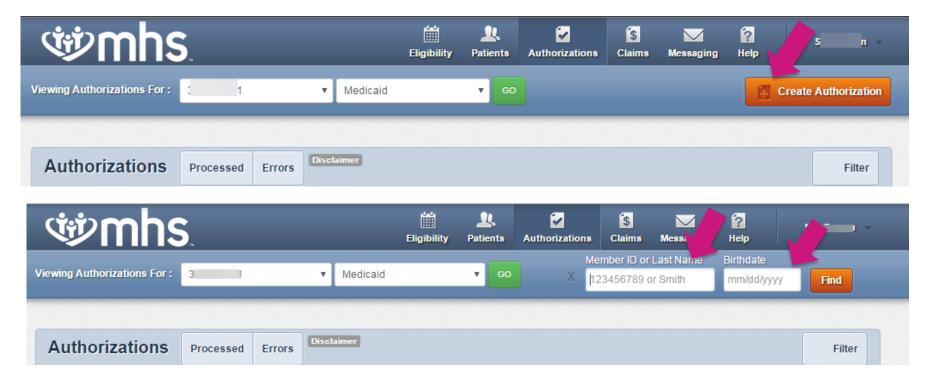




Create a New Authorization

WNew Authorization

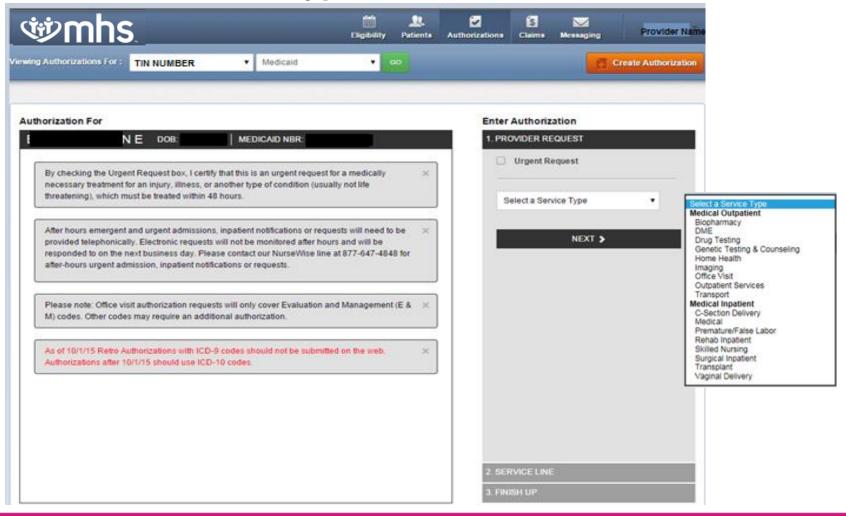
- Click Create Authorization
- Enter Member ID or Last Name and Birthdate





Creating a New Authorization

Select a Service Type





Inpatient Prior Authorization

- To ensure timely and accurate medical necessity review of a Medicaid inpatient admission, effective as of November 1, 2019, MHS will accept notification of an inpatient admission and any clinical information submitted for medical necessity review via fax, using the IHCP universal prior authorization form or via the MHS Secure Provider Portal
- Please submit timely notification and clinical information to support an inpatient admission via fax to 1-866-912-4245 or upload via the MHS Secure Provider Portal



Authorization for Durable & Home Medical Equipment

- Requests should be initiated via MHS Secure portal on MHSIndiana.com
 - 1. Select Authorizations tab and click on Create Authorization
 - 2. Enter Member ID or Last Name and Date of Birth
 - 3. Choose **DME** and you will be directed to the Medline portal for order entry





Claims



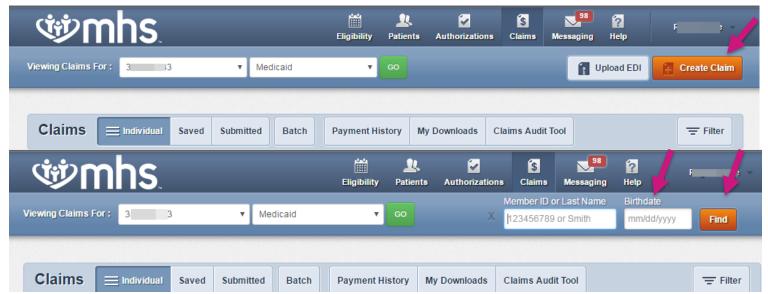
Claims

Claims Features

- Submit new claim
- Review claims submitted for members
- Correct claims
- View Payment History

Submit a New Claim

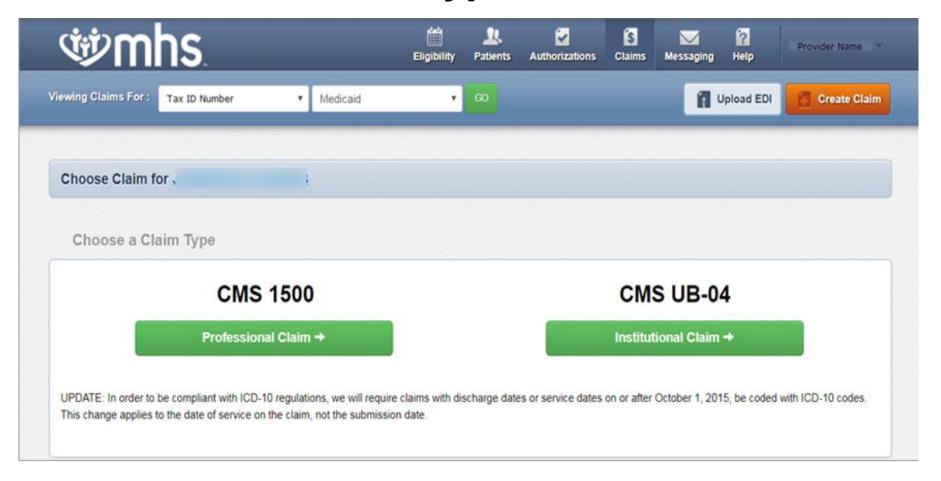
Click Create Claim and enter Member ID and Birthdate





Claim Submission

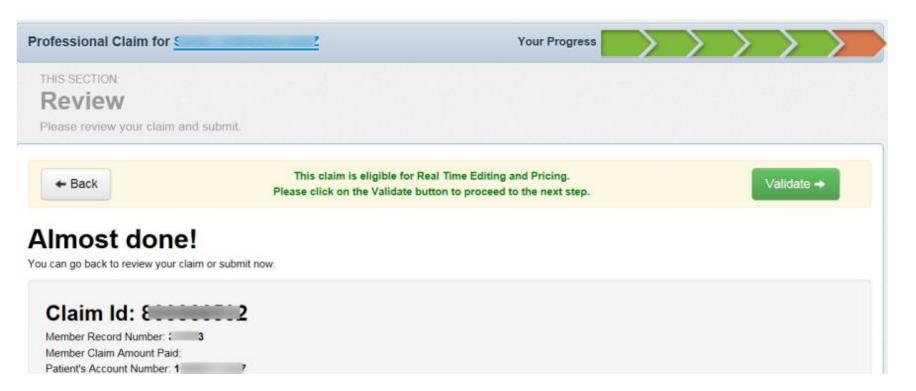
Choose the Claim Type





Professional Claim Submission

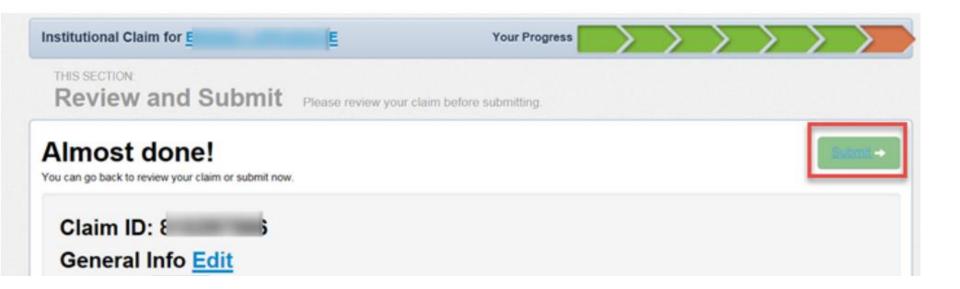
**Follow Your Progress to see Professional Claim steps and Submission





Institutional Claim Submission

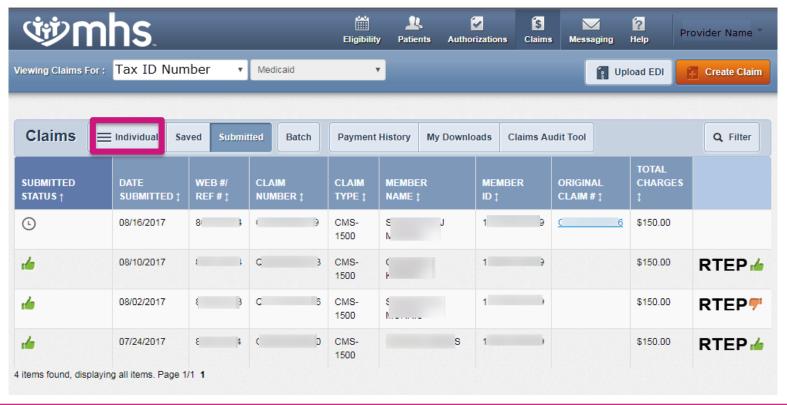
**Follow Your Progress to see Institutional Claim steps and Submission





Submitted Claims

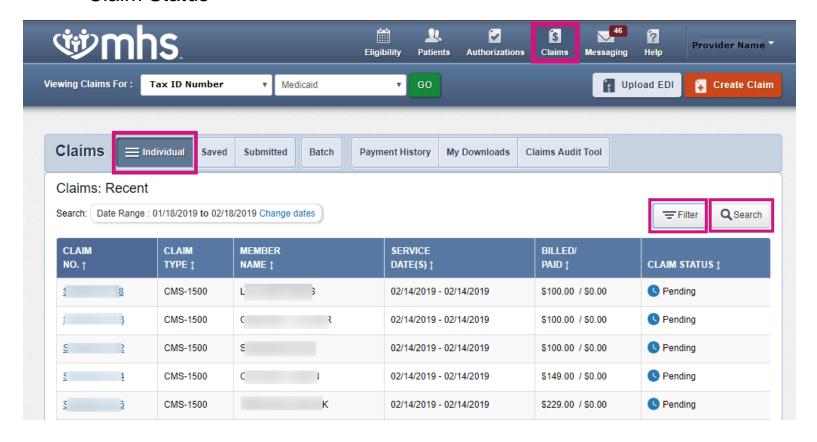
- The **Submitted** tab will show only claims created via the MHS portal
 - Paid is a green thumbs up
 - Denied is a orange thumbs down
 - Pending is a clock
- RTEP (Real Time Editing and Pricing) claims also show if eligible. (i.e. line 3 was submitted. But was not eligible for RTEP)





Individual Claims

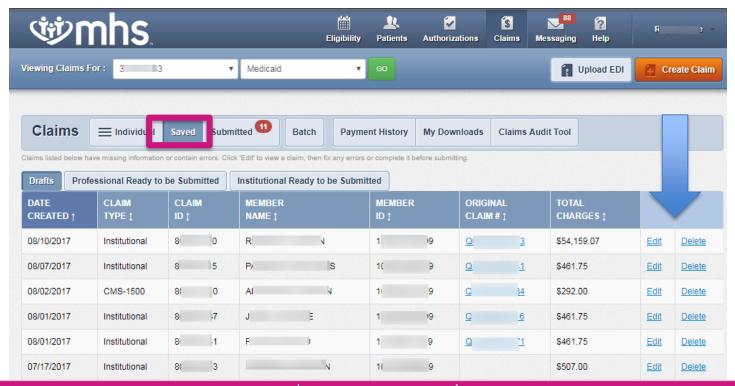
- On the Individual tab, claims submitted using paper, portal or clearing house
 - View the Claim Number, Claim Type, Member Name, Service Dates, Billed/Paid, and Claim Status





Saved Claims

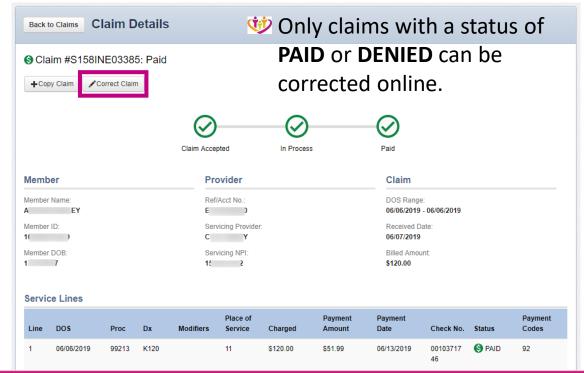
- To view Saved claims: Drafts, Professional or Institutional
 - Select Saved
 - 2. Click Edit to view a claim
 - 3. Fix any errors or complete before submitting
 - 4. Click **Delete** to delete saved claim that is no longer necessary
 - 5. Click **OK** to confirm the deletion





Correcting Claims

- After clicking on a Claim # link:
- Click Correct Claim
- Proceed through the claims screens correcting the information that you may have omitted when the claim was originally submitted
- 3. Continue clicking **Next** to move through the screens required to resubmit
- Review the claim information
- 5. Click Submit

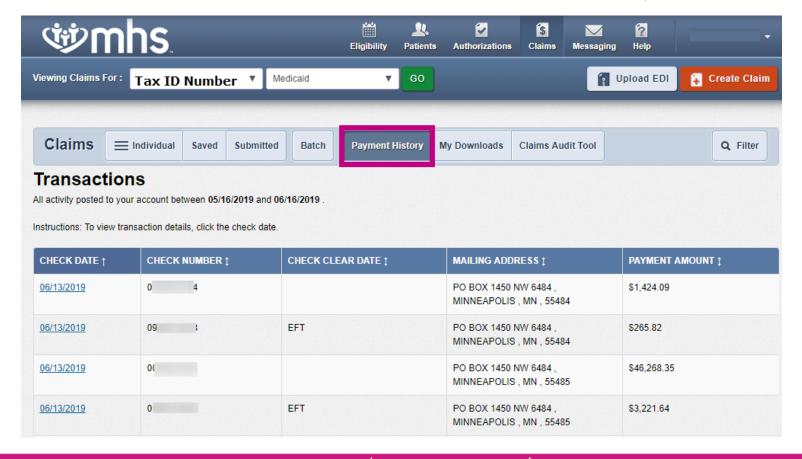


Submit a Correct Claim Guide



Payment History

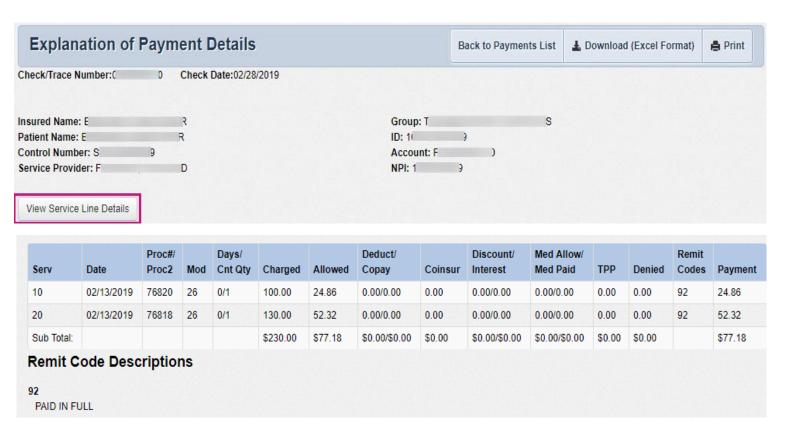
- Click on **Payment History** to view Check Date, Check Number, Check Clear Date, Mailing Address and Payment Amount
 - Click on Check Date to view Explanation of Payment





Payment History

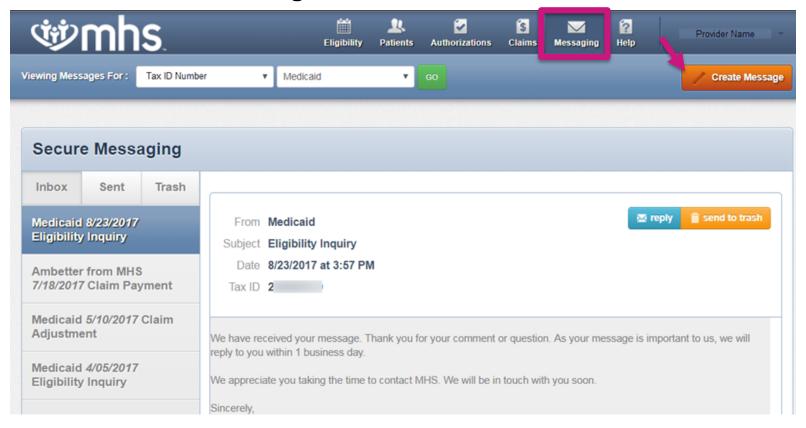
Click on View Service Line Details





Secure Messaging

- Create a New Secure Message
 - Click Messaging tab from the Dashboard
 - Click Create Message





Provider Portal Enhancement (Online Claim Reconsiderations)



Summary Of Online Reconsiderations

- Skip the phone call.
 - Providers will make their case directly on the portal
- Make the case.
 - Providers will submit informal dispute/reconsideration comments using expanded text fields
- Add context.
 - Providers can easily attach supporting documentation when filing an informal dispute/reconsideration
- Stay current.
 - Providers may opt in/out for informal dispute/reconsideration status change emails
 - Providers may also view status online

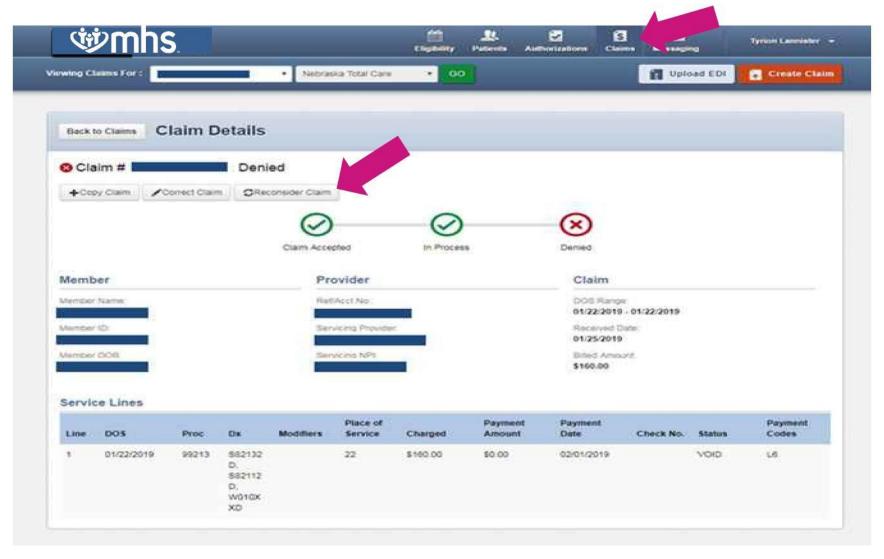


Submit Reconsideration

- Step1-Provider will search for the claim from the claims tab.
- Step 2- The **Reconsider Claim** button will be visible from the claims sub navigation screen.
- •Note: This option is only available to those claims that do not already have a web-initiated reconsideration already in progress.



Submit Reconsideration





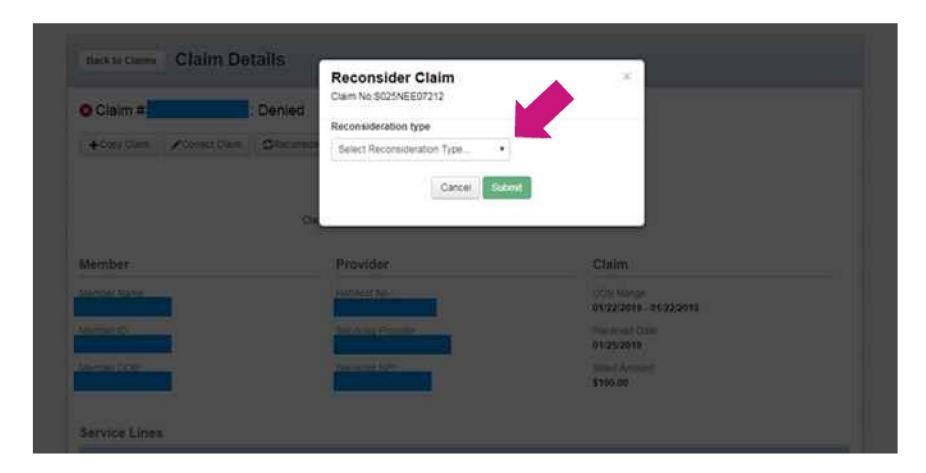
Submit Reconsideration – Pop-Up Window

Once the provider selects Reconsider Claim, a pop up window will show.

The pop-up window displays a Reconsideration Type dropdown menu.



Submit Reconsideration – Pop-Up Window





Submit Reconsideration – Select Reconsideration Type

(I)

Providers will select a Reconsideration Type.

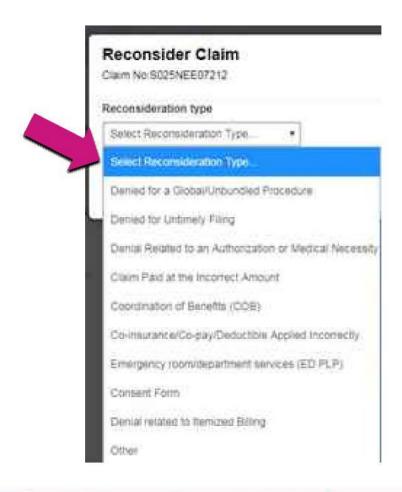
Examples include:

- "Denied for Global/Unbundled Procedure"
- "Denied for Untimely Filing"
- "Other"

Providers should choose the option that is related to their reconsideration reason.



Submit Reconsideration – Select Reconsideration Type





Submit Reconsideration – Enter Information

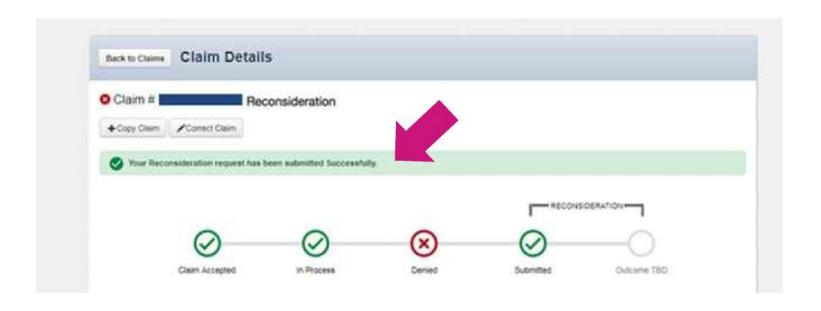
- Once the provider selects the reconsideration reason, the provider has two options:
 - Add notes
 - Upload documents
- The form is dynamic; depending on the dropdown item selected, notes and/or documents may be required.

Select **Submit** after populating all required fields.



Submit Reconsideration – Updated Tracker

Upon submission, a success banner will be displayed





Submit Reconsideration – Updated Tracker

The tracker graphic will be updated to reflect that a reconsideration is in progress.





Provider Relations Team



MHS Provider Network Territories

Indiana **NORTHEAST REGION** For claims issues, email: MHS_ProviderRelations_NE@mhsindiana.com Chad Pratt, Provider Partnership Associate Noble DeKalb 1-877-647-4848, ext. 20454 NORTHWEST REGION For claims issues, email: MHS_ProviderRelations_NW@mhsindiana.com Aller Fulton Candace Ervin, Provider Partnership Associate Pullaski 1-877-647-4848, ext. 20187 NORTH CENTRAL REGION For claims issues, email: MHS_ProviderRelations_NC@mhsindiana.com Natalie Smith, Provider Partnership Associate 1-877-647-4848, ext. 20127 **CENTRAL REGION** For claims issues, email: Tippecanos MHS_ProviderRelations_C@mhsindiana.com Tipton Mona Green, Provider Partnership Associate 1-877-647-4848, ext. 20080 Randolph Madiso SOUTH CENTRAL REGION Montgomer For claims issues, email: MHS_ProviderRelations_SC@mhsindiana.com Wayne Dalesia Denning, Provider Partnership Associate 1-877-647-4848, ext. 20026 SOUTHWEST REGION Rush For claims issues, email: MHS_ProviderRelations_SW@mhsindiana.com Dawn McCarty, Provider Partnership Associate Vigo Morgan Franklin 1-877-647-4848, ext. 20117 **SOUTHEAST REGION** For claims issues, email: MHS_ProviderRelations_SE@mhsindiana.com Sullivan Carolyn Valachovic Monroe Provider Partnership Associate 1-877-647-4848, ext. 20114 Switzerland **wmhs**

Available online:

https://www.mhsindiana.com/content/dam/centene/mhsindiana/medicaid/pdfs/ProviderTerritory_map_2020.pdf

NORTHEAST REGION

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NORTH CENTRAL REGION

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CENTRAL REGION

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SOUTHEAST REGION

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PROVIDER GROUPS

Beacon Medical Group Franciscan Alliance HealthLinc Heart City Health Center Indiana Health Centers Lutheran Medical Group Parkview Health System

South Bend Clinic

JENNIFER GARNER

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PROVIDER GROUPS

American Health Network of Indiana
Columbus Regional Health
Community Physicians of Indiana
HealthNet
Health & Hospital Corporation of
Marion County
Indiana University Health
St. Vincent Medical Group

NETWORK LEADERSHIP

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Senior Director, Provider Network 1-877-647-4848 ext. 20180 nrobinson@mhsindiana.com

MARK VONDERHEIT

Director, Provider Network 1-877-647-4848 Ext. 20240 mvonderheit@mhsindiana.com

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Available online:

https://www.mhsindiana .com/content/dam/cent ene/mhsindiana/medica id/pdfs/ProviderTerritory map 2020.pdf

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What did you learn?

- Analytic/Web Tool Resources
- Navigating the web portal
- Navigating provider analytics
- How to view Gaps In Care
- Navigating patient analytics
- Eligibility verification
- Authorization requests and information
- How to submit a corrected claim
- Reviewing claim information
- W How to submit request on line



Thank you for being our partner in care.